

# RECEIVING DONATIONS THROUGH THE INCIDENT COMMAND TEAM

Donations are great way for our community to come together in a time of need. It is greatly appreciated by the receiver and gives you a way to participate in helping others out.

But, be aware that a quick prescreen procedure is needed to determine a reasonable stewardship of the donated items prior to their acceptance here, and provides some practical documentation for the Tribe.

Be prepared to give us the following information...

1. **Who** is giving the donation?
2. **What** are the donated items?
3. Are the donated items being **shipped**, or **dropped off in person**?
4. Our business hours for accepting donations are; **10:00 AM to 3:00 PM**
5. Bring or ship your donation to the FORESTRY OFFICE at [1130 Mesa View Dr, Peach Springs, AZ 86434](#). Or, call the Public Information Line (928) 769-2312
6. Please let us know **any handling requests** if the donation is; for a specific person or home, for a group, is fragile, perishable, requires refrigeration, or needs to be kept dry.
7. Please be advised that any hot or prepared foods, flammable materials, medicines or controlled substances needing special handling **may be refused** unless approved by the IC.

**DISCLAIMER:** The Incident Command Team DOES NOT imply a guarantee or have a warranty of any kind for donated items. Any donated item used or misused may have an unintended potential for risk of injury to body and health. Any donated items taken or used by the end receiver of any donations are at the discretion of the end receiver.

Feel free to call us about your donation: (928) 769-2312

Thank you